



Agenda Item Number: 2004-11-4D

BERNALILLO COUNTY BOARD OF COUNTY COMMISSIONERS

Meeting Date: November 9, 2004

Department: County Manager **Staff Contact:** Dan Gutierrez, Economic Development Coordinator
Julie M. Baca, Deputy County Manager

TITLE: Food Service Equipment

ACTION: Motion to authorize the County Manager to execute Contract for the Purchase of Food Service Equipment and Installation at the South Valley Economic Development Center.

SUMMARY:

Construction of the South Valley Economic Development Center began in March 2004 with a scheduled completion date of December 25, 2004. The building includes a 3,100 square foot commercial kitchen, which will provide low cost kitchen space and state of the art equipment to local food manufacturing entrepreneurs who are interested in starting their own businesses.

Bids for RFB#0031-05-DE will be opened November 15, 2004. Staff requests the Board's authorization for the County Manager to execute the contract agreement so that the selected firm may order and install the major equipment in the kitchen by the anticipated December completion date.

ATTACHMENT:

1. RFB #0031-05-DE

FISCAL IMPACT

Funding Source:

Facilities Improvement Bond	BC36-579000-04FI	\$200,000
	BC36-534400-02FI	\$ 50,000

STAFF ANALYSIS SUMMARY

COUNTY MANAGER

The South Valley Economic Development Center has been one of the County's priorities for several years. Completion of the project is contingent upon an operation kitchen within the facility. Approval of this motion will expedite the contract execution and the completion of this project. I recommend Board approval. TL 11/3/04

DEPUTY COUNTY MANAGER FOR COMMUNITY SERVICES

Completion of this project is expected to promote economic revitalization and redevelopment in the Isleta corridor area. The commercial kitchen is important and integral to the success of the incubator. Recommend approval. Julie M. Baca 11/3/04

LEGAL

The Board can delegate to the County Manager to execute this contract for food service equipment and it's installation. TDC 11/03/04

FINANCE

Budget	Funding from BC36-534400-02FI is available from the Series 2003 General Obligation Bonds, which were approved by the voters in November 2002. Funding from BC36-579000-04FI will be budgeted upon approval by the electorate on November 2, 2004 and upon approval of the Commission through a Financial Resolution to be presented at the 11/9/04 Administrative Meeting. Maria Zuniga, Financial Projects Coordinator 11/2/04
Purchasing	Proper procurement procedures will be followed for the award of RFB #0031-05-DE. D. Esquivel, Purchasing Administrator 11/02/04
Contracts	A contract control number will be issued upon receipt of a fully executed agreement. D. Esquivel, Purchasing Administrator 11/02/04
Risk Management	The Contractor shall provide a certificate of insurance naming the County as an additional insured with the like kinds and amounts of insurance referenced in Section A. David A. Baca, Risk Management 11/03/04
CIP	This additional equipment will allow CIP to complete construction of the building. It is a necessary component and recommend approval. D. G. Gutierrez 11/2/2004